

Greenway Technical Committee (GTC) Staff meeting
9 AM – Tuesday, October 19, 2021
Icon Sports Center, 1060 47th Ave South, Blue Line Club Meeting room
Grand Forks, ND
Meeting Notes

Reid Huttunen, Chair
George Hellyer, GF Park District
Catherine Johnson, MN DNR

Larry Hagen, Turtle River State Park
Kim Greendahl, City of GF

I. Old Business

- A. New logo update:** Catherine made the motion to adopt logo "A." Seconded by George. Yeas were unanimous.
- B. Park naming agreement:** The cities of GF and EGF and the GF Park District are revisiting their agreements with civic groups that contribute money to name a park in their honor. These agreements usually involved an upfront lump sum and then ongoing relationships with no end date. Many of these clubs have small membership numbers or are defunct.

Some clubs have very active in fundraising for the parks, but others have not contributed and have expectations that maintenance will be funded by the owner of the property. The goal of a revised agreement is to better define responsibilities and financial expectations for future agreements. This agreement document is intended to be a template for the four managing agencies, as each organization may have additional expectations for potential donors.

II. New Business

- A. Donations of benches and trees:** Number 7 addressing replacement in the Greenway agreement will be replaced with the wording in number 7 in the GF Park District agreement. Kim will bring an updated version to the November meeting.
- B. Unpaved bike trails:** Kim talked to Dave Bietz from the Fargo Park District about how the unpaved cycling trails in Fargo. Dave said that the off-road cycling group is strong and active in Fargo, which makes them very reliable for maintenance. That work includes signs, trimming back trees once a year, and occasional checks for hazards. One condition of the trails is that they have to be available to walkers as well as cyclists.

Reid has two people on his advisory board that are interested in developing off-road cycling trails. Both have ties to the cycling community and are willing to work to strengthen the group for the sake of managing a trail system. He will continue to work with them to try organizing a group of cyclists that could take on a project like this one.

III. Bicycle, Pedestrian & Greenway, Advisory Group update: No report.

IV. Agency updates

- A. City of EGF:** The restrooms are closed for the season. next MN Legacy meeting is scheduled for October 27.

- B. GF Park District:** There have been a few incidents of vandalism at the restrooms in Kannowski Park. It is unclear if the skate park users have been a part of this, or if it is a random group. Continue to monitor and close as needed.
- C. City of GF:** The watercraft cleaning station at the north boat ramp has been shut down and will be put into storage for the season.
- D. Minnesota DNR:** The campground will be closed for the season on November 7.

Submitted by: Kim Greendahl, Greenway Specialist

Support documents: Draft logo 10/14/2021
Greenway park naming draft agreement dated 5/13/2020
Bench donation applications for greenway & GF Park District

A



B





Greenway Bench Donation Program

Program Purpose: The Greenway Bench Donation Program is designed to increase public enjoyment of the Greenway. The Program also provides an excellent opportunity to honor a loved one or to recognize someone's special achievement.

General:

1. Park benches may be donated anonymously.
2. Park benches may be donated in honor, in memory of, or sponsored in the name of a person, family, or business.
3. Greenway and park staff will work with the donor to determine a location for a bench based on the bench placement plan of approved locations. The final placement of the bench will be discussed with the donor before installation.
4. Greenway and park staff will order, assemble, and secure the bench with concrete footings in the approved location.
5. Greenway and park staff will perform general maintenance and upkeep around the bench area.
6. Greenway and park staff accepts no liability for damage to any bench from vandals or third parties.
7. Greenway and park staff reserves the right to remove any donated benches that have been damaged and are, in the view of greenway and park staff, beyond repair. Greenway and park staff will replace the damaged memorial for the useful life of the bench as soon as practical. A bench is guaranteed for a minimum of 10 years.
8. Benches are made from recycled materials in cedar color for low maintenance and UV protection.
9. The cost of a new park bench is \$1,500.00. This includes a 5" x 3" brass plaque for engraving. The exact model and style are subject to change based on availability.
10. For those wishing to place a plaque on an existing bench, a 5" x 3" brass engraved plaque is available for purchase and can be affixed to the backrest of a bench. The cost of the 5" x 3" engraved plaque is \$500. A photo and specific style information is available in the brochure.



Greenway Bench Donation Program

Yes, I would like to participate in the Greenway Bench Donation Program. I understand that my monetary donation is tax-deductible.

I would like to purchase:

- New bench (\$1,500)
 Plaque for existing bench (\$500)

Preferred location (subject to availability) _____

Inscription for plaque (chose one):

- In memory of
 In honor of
 Sponsored by

Name of person or business for plaque:

ITEM	COST	QUANTITY	TOTAL PRICE
Bench & plaque	\$1,500		
Plaque only	\$ 500		
		AMOUNT DUE	

Name: _____

Address: _____

City, State and Zip Code _____

Phone number: _____

Email: _____

Please return this order form to:

For East Grand Forks:

EGF Parks & Recreation Department
 EGF City Hall
 600 DeMers Avenue
 East Grand Forks, MN 56721

For Grand Forks:

Public Works Department – Greenway
 P.O. Box 5200
 Grand Forks, ND 58206-52006



Letter of Understanding – Memorial Bench

This letter sets out the agreement in principle between the Grand Forks Park District (hereinafter Park District) and Grand Forks Optimist Club (hereinafter Sponsor).

Sponsor agrees to make a one-time contribution payment of \$2,000.00.

Park District agrees to purchase a memorial bench as consideration for the payment made by Sponsor.

The following terms complete this agreement:

1. Bench will be purchased and installed after funds have been received from Sponsor.
2. Bench will be 6 feet long.
3. 28 characters/spaces may be inscribed on the plaque, which is 10.5" high by 3" wide, that will be attached to the bench. Logos are not available to be engraved. Sponsor will recommend characters to be used. Park District will have final approval of characters. Agreed upon inscription shall be -

**BENCH IN MEMORY OF
TIM GOETZ
ADDITIONAL INFORMATION
ADDITIONAL INFORMATION**

4. Park District will provide labor and materials to install the bench.
5. Exact bench location will be mutually agreed upon by Park District and Sponsor. The bench will be located in Optimist Park.
6. Park District will maintain bench and adjacent areas.
7. If an unfortunate incident occurs and the bench is vandalized, damaged, or needs to be removed for other unforeseen circumstances neither Sponsor nor Park District is obligated to replace the bench.

If in agreement as of September 7, 2021, please sign below.

Park District by:

George Hellyer
Executive Director
Grand Forks Park District

Sponsor by:

Grand Forks Optimist Club
Nicole Kringstad - President
PO Box 12652
Grand Forks, ND 58208-2652
nicolekringstad@gmail.com